

Resolution No: 16-573  
Introduced: May 22, 2008  
Adopted: May 22, 2008

COUNTY COUNCIL  
FOR MONTGOMERY COUNTY, MARYLAND

---

By: County Council

---

Subject: Approval of FY 2009-2014 Capital Improvements Program of the Housing Opportunities Commission, and Approval of and Appropriation for the FY 2009 Capital Budget

**Background**

1. In a spirit of cooperation, the Housing Opportunities Commission sent to the County Executive a 6-year Capital Improvements Program (CIP) for the Housing Opportunities Commission.
2. Section 302 of the County Charter requires the Executive to send to the County Council by January 15 in each even-numbered calendar year a 6-year CIP, which the Executive did on January 15, 2008 for the 6-year period FY 2009-2014. Section 302 requires the affirmative vote of at least 5 Councilmembers to approve or modify the Executive's Recommended CIP. After the Council approves a CIP, Section 302 permits the Council to amend it at any time with the affirmative vote of at least 6 Councilmembers.
3. Section 303 of the Charter requires the Executive to send to the Council by January 15 in each year a Recommended Capital Budget, which the Executive did on January 15, 2008.
4. As required by Section 304 of the County Charter, the Council held public hearings on February 5 and 6, 2008 on the FY 2009-2014 CIP and the FY 2009 Capital Budget.

**Action**

The County Council for Montgomery County, Maryland approves the following resolution for the Housing Opportunities Commission:

1. For FY 2009, the Council approves the Capital Budget and appropriates the amounts by project as shown in Part I.
2. The Council reappropriates the appropriations made in prior years for all capital projects:
  - a) except as specifically reflected elsewhere in this resolution;
  - b) in the amounts and for the purposes specified in the approved CIP for FY 2009-2014; and
  - c) to the extent that those appropriations are not expended or encumbered.

This is a correct copy of Council action.

  
\_\_\_\_\_  
Linda M. Lauer, Clerk of the Council

**PART I: FY 2009 CAPITAL BUDGET FOR HOUSING OPPORTUNITIES COMMISSION**

The authorizations for FY 2009 in this Part are made to implement the projects in the Capital Improvements Program for FY 2009-2014.

<b>Project #</b>	<b>Project Name</b>	<b>FY09 Appropriation</b>	<b>Cumulative Appropriation</b>	<b>Total Appropriation</b>
097600	Sprinkler Systems for HOC Elderly Properties	100,000	0	100,000
017601	Supplemental Funds for Public Housing Improvements	1,250,000	3,337,000	4,587,000
	<b>Total - Housing Opportunities Commission</b>	<b>1,350,000</b>	<b>3,337,000</b>	<b>4,687,000</b>

**PART II: REVISED PROJECTS**

**The projects described in this section were revised from the projects as requested by the Housing Opportunities Commission in the County Executive's Recommended FY 2009 Capital Budget and Capital Improvements Program FY 2009-2014 of January 15, 2008. These projects are approved.**

---

# Sprinkler Systems for HOC Elderly Properties -- No. 097600

Category	Housing Opportunities Commission	Date Last Modified	May 15, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None.
Planning Area	Countywide	Status	Planning Stage

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	100	0	0	100	100	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

Current Revenue: General	100	0	0	100	100	0	0	0	0	0	0
<b>Total</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### DESCRIPTION

Preliminary estimates of the total cost to install new systems are approximately \$6.5 million. However, HOC staff believes it is prudent to procure an engineering feasibility study to evaluate the scope of the work necessary to upgrade the fire and safety systems in these properties.

Completion of an engineering feasibility study to evaluate the scope of the work and to develop plans and specifications required to upgrade the fire and safety systems for Elizabeth House and Holly Hall Apartments. Future properties to be evaluated are Arcola Towers and Bauer Park Apartments.

#### JUSTIFICATION

Based upon the engineering feasibility study, the proposed work will include, but will not be limited to, the installation of sprinklers in each apartment, along with state of the art detection and notification equipment such as flame, heat, smoke, carbon monoxide detectors, and specialized detection equipment for the handicapped, including inter-locking these devices with each entire building system.

The Housing Opportunities Commission owns and manages four buildings for low income independent seniors. The buildings range in age from 29 years to 45 years old and contain a total of 539 apartments. The existing fire protection and detection systems on these properties are original to each property. These systems are prone to failure and must be periodically tested and serviced to ensure proper operation. The cost to upgrade and replace these obsolete systems exceeds available funds from the Department of Housing and Urban Development (HUD).

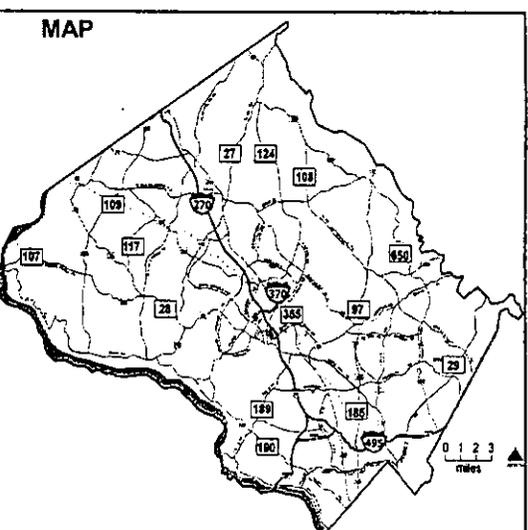
Technological advances in fire detection and protection systems have rendered these systems obsolete. Individual replacement parts are becoming increasingly difficult, if not impossible, to obtain. Finding qualified technicians to work on these older systems is also very difficult. While these systems do provide a very basic level of protection, the new, modern systems are more reliable and easier to operate and maintain. Most buildings do not have any sprinkler protection at all. Other buildings have only very limited areas (parking garages, foyers, etc.) protected by old out-of-date sprinkler systems. None have sprinkler protection in the individual apartments.

The installation of sprinklers in each apartment, along with state of the art detection and notification equipment such as flame, heat, smoke, carbon monoxide detectors, and specialized detection equipment for the handicapped, while inter-locking these devices with each entire building system, would afford residents the maximum degree of protection currently available.

County law currently mandates that all new buildings include sprinkler systems. The County code "grandfathers" old buildings with regard to sprinkler systems. Recent fires in older buildings have again brought public attention to this issue.

APPROPRIATION AND EXPENDITURE DATA		
Date First Appropriation	FY09	(\$000)
First Cost Estimate		
Current Scope	FY09	100
Last FY's Cost Estimate		0
Appropriation Request	FY09	100
Appropriation Request Est.	FY10	0
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		0
Expenditures / Encumbrances		0
Unencumbered Balance		0
Partial Closeout Thru	FY06	0
New Partial Closeout	FY07	0
Total Partial Closeout		0

**COORDINATION**  
 Housing Opportunities Commission  
 Montgomery County Fire and Rescue Services



## Supplemental Funds for Public Housing Improvements -- No. 017601

Category	Housing Opportunities Commission	Date Last Modified	May 20, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None.
Planning Area	Countywide	Status	On-going

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	0	0	0	0	0	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	10,837	2,265	1,072	7,500	1,250	1,250	1,250	1,250	1,250	1,250	0
<b>Total</b>	<b>10,837</b>	<b>2,265</b>	<b>1,072</b>	<b>7,500</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

Current Revenue: General	10,837	2,265	1,072	7,500	1,250	1,250	1,250	1,250	1,250	1,250	0
State Aid	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>10,837</b>	<b>2,265</b>	<b>1,072</b>	<b>7,500</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>0</b>

#### DESCRIPTION

Due to projected Federal funding cuts, there is insufficient funding available to address the basic ongoing capital improvements needed each year. Typical improvements include, but are not limited to, replacement of roofs, windows and doors; improvements to unit interiors such as kitchen and bathroom modernization; replacement of major mechanical, electrical, plumbing systems and equipment; appliance replacement; life-safety improvements; site improvements such as fencing, site lighting, landscaping, and sidewalk and parking lot replacement. HOC will also continue to use its Capital Fund Program (CFP) funds to convert selected dwelling units to mobility handicapped units.

County funds are used to supplement/cover the shortfall of Federal funds in the public housing units. These funds will be allocated across HOC's Public Housing elderly, multi-family and scattered sites properties over the next six (6) years.

#### CAPACITY

1,555 low and very low-income Public Housing residents.

#### COST CHANGE

Estimates based in new Comprehensive Grant Program 5-year Action Plan and addition of years FY13-FY14

#### JUSTIFICATION

Current and projected Federal Capital Fund Program (CFP) funds are not adequate for maintaining HOC public housing units at community norms throughout Montgomery County. Federal funding for public housing will be cut. At the same time the public housing stock in the County is aging and will need additional repairs. Montgomery County has a higher property standard than the Federal government. In addition, neighbors in the communities with the public housing units expect the properties to be well maintained. Almost half of the public housing units (700+ units) are MPDUs scattered throughout the County in many communities governed by Home Owner Associations (HOAs), and some have higher standards than the County code. As Federal funding levels for public housing are declining, additional funding is necessary if HOC units are to be maintained at levels consistent with community norms and standards.

In an effort to stay true to its mandate to provide decent, safe and sanitary housing to low and moderate income residents in Montgomery County and to ensure that its properties and communities are maintained at a level consistent with community norms, HOC will use a combination of CFP and County funds to make capital improvements to its public housing stock.

Comprehensive Grant Program 5-year Action Plan from HUD 52834; HOC Modernization Department CGP Long Range Plan; HOC Resident Surveys; HOC Engineering Studies.

#### FISCAL NOTE

Federal funding for public housing capital improvements is based on a multi-year plan annually. All available non-County funds should be used before County funding is applied. Also, County funds should be allocated across all HOC properties County wide first to code compliance and second to renovations that extend the useful life of the facility.

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Date First Appropriation</td> <td>FY01</td> <td style="text-align: right;">(\$000)</td> </tr> <tr> <td>First Cost Estimate</td> <td></td> <td></td> </tr> <tr> <td>Current Scope</td> <td>FY09</td> <td style="text-align: right;">10,837</td> </tr> <tr> <td>Last FY's Cost Estimate</td> <td></td> <td style="text-align: right;">8,337</td> </tr> </table>	Date First Appropriation	FY01	(\$000)	First Cost Estimate			Current Scope	FY09	10,837	Last FY's Cost Estimate		8,337	U.S. Department of Housing and Urban Development Maryland Department of Housing and Community Development Department of Housing and Community Affairs	
Date First Appropriation	FY01	(\$000)												
First Cost Estimate														
Current Scope	FY09	10,837												
Last FY's Cost Estimate		8,337												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Appropriation Request</td> <td>FY09</td> <td style="text-align: right;">1,250</td> </tr> <tr> <td>Appropriation Request Est</td> <td>FY10</td> <td style="text-align: right;">1,250</td> </tr> <tr> <td>Supplemental Appropriation Request</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Transfer</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Appropriation Request	FY09	1,250	Appropriation Request Est	FY10	1,250	Supplemental Appropriation Request		0	Transfer		0		
Appropriation Request	FY09	1,250												
Appropriation Request Est	FY10	1,250												
Supplemental Appropriation Request		0												
Transfer		0												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Cumulative Appropriation</td> <td></td> <td style="text-align: right;">3,337</td> </tr> <tr> <td>Expenditures / Encumbrances</td> <td></td> <td style="text-align: right;">1,421</td> </tr> <tr> <td>Unencumbered Balance</td> <td></td> <td style="text-align: right;">1,916</td> </tr> </table>	Cumulative Appropriation		3,337	Expenditures / Encumbrances		1,421	Unencumbered Balance		1,916					
Cumulative Appropriation		3,337												
Expenditures / Encumbrances		1,421												
Unencumbered Balance		1,916												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Partial Closeout Thru</td> <td>FY06</td> <td style="text-align: right;">0</td> </tr> <tr> <td>New Partial Closeout</td> <td>FY07</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Total Partial Closeout</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Partial Closeout Thru	FY06	0	New Partial Closeout	FY07	0	Total Partial Closeout		0					
Partial Closeout Thru	FY06	0												
New Partial Closeout	FY07	0												
Total Partial Closeout		0												

**Supplemental Funds for Public Housing Improvements -- No. 017601 (continued)**

---

**OTHER DISCLOSURES**

- A pedestrian impact analysis will be performed during design or is in progress.
- The Housing Opportunities Commission asserts that this project conforms to the requirements of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

## HOC MPDU/Property Acq Fund -- No. 768047

Category	Housing Opportunities Commission	Date Last Modified	May 20, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None.
Planning Area	Countywide	Status	On-going

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	0	0	0	0	0	0	0	0	0	0	0
Land	10,452	8,804	1,648	0	0	0	0	0	0	0	0
Site Improvements and Utilities	0	0	0	0	0	0	0	0	0	0	0
Construction	2,055	1,263	792	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>12,507</b>	<b>10,067</b>	<b>2,440</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

Revolving Fund - Current Revenue	107	0	107	0	0	0	0	0	0	0	0
Revolving Fund - G.O. Bonds	12,400	10,067	2,333	0	0	0	0	0	0	0	0
<b>Total</b>	<b>12,507</b>	<b>10,067</b>	<b>2,440</b>	<b>0</b>							

#### DESCRIPTION

This is a revolving loan fund which authorizes HOC is to use up to \$12.5 million at any one time for: (a) interim financing, including cost of acquisition and finishing by HOC, of MPDUs as permitted in Chapter 25A of the Montgomery County Code, provided that the unit is used in tandem with a Federal, State, or local subsidy program and is developed to provide housing to low- and-moderate-income households; and (b) planning, acquisition, and improvement of sites and/or existing properties for low- and-moderate-income, single, or multifamily housing facilities, which are to be owned and operated by HOC or its designees. Sites may be land-banked in anticipation of future development when adequate public facilities become available. Upon receipt of permanent financing, monies are returned to the fund for reuse. No MPDU may be held by the fund for more than 24 months, the 24-month maximum holding period may be extended in unusual situations for a limited time upon determination by the Director of the Department of Housing and Community Affairs that such an extension would best support purposes of this program. HOC may determine that a County lump sum subsidy is required to secure independent financing or meet Federal, State, or local program guidelines for itself or its designees. Such write-downs from County funds shall be made only for projects serving households whose incomes do not exceed the following limits: 1/3 units - 80 percent of Washington Metropolitan Area Median income; 1/3 units - 80 percent of County Median income; and 1/3 units uncontrolled. In the event that a subsidy is undertaken, then in its next CIP submission, HOC shall include a PDF describing the subsidized program and shall request an appropriation sufficient to fully repay this fund.

#### JUSTIFICATION

HOC is continually evaluating transactions that will require interim funding from the revolving fund. These transactions include redevelopment activities of older HOC properties that require significant capital infusion to improve their physical conditions or to redevelop and/or reposition them in their respective market areas. In addition, HOC continues to seek out new development opportunities, as well as, the acquisition of existing multi-family developments through the conventional real estate sales market that may require interim financing to facilitate the transaction.

The County's right of first refusal law has been changed to include all properties and not just those built before 1981. The result is that HOC is likely to have more acquisition opportunities but, in order to preserve affordability there is more potential for gap and bridge financing than prior to the change in law. HOC sets aside revolving funds to capitalize on opportunities to acquire and preserve rental units as they are offered under the revised law.

#### OTHER

The County General Plan Refinement stands in compliance with the General Plan requirement of the Maryland Economic Growth, Resource Protection, and Planning Act. County Master Plans must be in compliance with the General Plan.

Beginning in FY01, as a contribution to affordable housing, HOC was given relief on past due interest payments and is no longer required to pay interest on funding for this project.

#### FISCAL NOTE

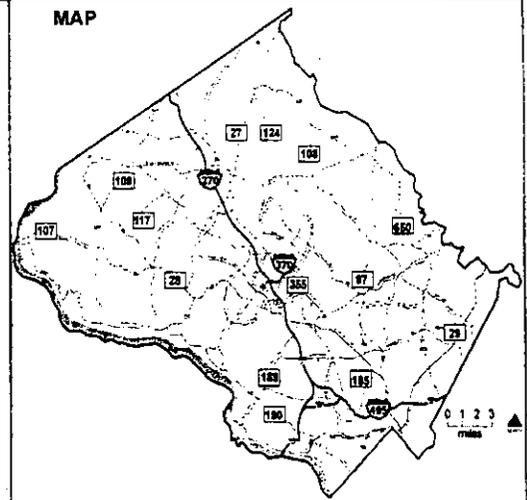
On June 14, 2005 the County Council appropriated an additional \$2 million to this revolving fund.

APPROPRIATION AND EXPENDITURE DATA		
Date First Appropriation	FY80	(\$000)
First Cost Estimate	FY08	12,507
Current Scope		
Last FY's Cost Estimate		12,507
Appropriation Request	FY09	0
Appropriation Request Est.	FY10	0
Supplemental Appropriation Request		0
Transfer		0
Cumulative Appropriation		12,507
Expenditures / Encumbrances		10,761
Unencumbered Balance		1,746
Partial Closeout Thru	FY06	0
New Partial Closeout	FY07	0
Total Partial Closeout		0

#### COORDINATION

Department of Finance  
Department of Housing and Community Affairs

#### MAP



---

**HOC MPDU/Property Acq Fund -- No. 768047 (continued)**

---

Outstanding draws as of June 30, 2007, totaled \$10.1 million. Repayment of \$658,000 is expected in fiscal year 2008 for the repayment of Barclay Apartments. In remaining months of FY08, HOC also anticipates needing up to \$2.09 million of revolving funds. These proceeds will be used for bridge funding for the Metropointe at Wheaton Metro project and Leafy House Apartments.

## Convert Gym to Office Space -- No. 097603

Category	Housing Opportunities Commission	Date Last Modified	January 09, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None
Planning Area	Kensington-Wheaton	Status	Preliminary Design Stage

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	80	0	0	80	80	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	375	0	0	375	375	0	0	0	0	0	0
Construction	570	0	0	570	570	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>1,025</b>	<b>0</b>	<b>0</b>	<b>1,025</b>	<b>1,025</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

G.O. Bonds	1,025	0	0	1,025	1,025	0	0	0	0	0	0
<b>Total</b>	<b>1,025</b>	<b>0</b>	<b>0</b>	<b>1,025</b>	<b>1,025</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### DESCRIPTION

HOC's headquarters building at 10400 Detrick Avenue includes an area that was originally a gymnasium. In the early years of HOC's occupancy, the Gym was administered by the Montgomery County Recreation Department and was used occasionally for community recreation activities such as basketball as well as by HOC for meetings and other activities. Beginning in 1999, recreational use of the Gym was eliminated by the Recreation Department due to very low demand for this type of facility- the Gym is not a regulation sized basketball facility.

Since that time, the space has been used exclusively by HOC for a variety of activities including our records management function, our computer repair program, storage, etc. The space is underutilized and HOC proposes to renovate and reconfigure the space and convert it to office and meeting spaces that will be a valuable and much needed facilities resource for the Agency. The configuration and most of the building systems in the Gym are original and date to 1973. The building is structurally sound and has a new roof and partially upgraded mechanical systems, but all other aspects of the building will require structural changes, systems replacement, and new finishes.

#### JUSTIFICATION

Improvements include but are not limited to asbestos abatement, selective demolition, structural alterations necessary to install a second floor within the existing space, renovation of existing bathrooms, upgrade to the electrical and mechanical systems, network wiring and IT infrastructure, installation of replacement of the exterior doors and window systems, installation of new interior lighting, suspended ceilings, partition framing, drywall, doors, hardware and finishes, and floor coverings, new furniture and office equipment, and landscaping and site work as needed.

#### OTHER DISCLOSURES

- A pedestrian impact analysis will be performed during design or is in progress.

**DELETED**

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP
Date First Appropriation	FY09	
First Cost Estimate		
Current Scope	FY 0	
Last FY's Cost Estimate	0	
Appropriation Request	FY09 1,025	
Appropriation Request Est.	FY10 0	
Supplemental Appropriation Request	0	
Transfer	0	
Cumulative Appropriation	0	
Expenditures / Encumbrances	0	
Unencumbered Balance	0	
Partial Closeout Thru	FY06 0	
New Partial Closeout	FY07 0	
Total Partial Closeout	0	

Agency Request

# Customer Service Center -- No. 097601

Category	Housing Opportunities Commission	Date Last Modified	January 11, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None
Planning Area	Countywide	Status	Preliminary Design Stage

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	0	0	0	0	0	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	193	0	0	193	193	0	0	0	0	0	0
Construction	157	0	0	157	157	0	0	0	0	0	0
Other	150	0	0	150	150	0	0	0	0	0	0
<b>Total</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

G.O. Bonds	500	0	0	500	500	0	0	0	0	0	0
<b>Total</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**DELETED**

**DESCRIPTION**

The Agency conducted a vigorous search for new office space in FY 2007. With more than 350 employees scattered throughout Montgomery County and concentrated in four principal administrative sites, HOC has clearly outgrown its current infrastructure. The primary three-building "campus" in Kensington is located in an area that is not always easily accessible for clients who use public transportation, particularly for a growing upcounty client population.

These facts led HOC to reconsider the plan to move the headquarters and instead focus on opening customer service centers in other parts of the County. Moving customer services to a different facility would enable the administrative staff to consolidate in the Detrick Avenue building while also making services more accessible for nearly all clients.

The first site, which will be located in northern Montgomery County to service the residents in that vicinity, is projected to open in early 2008. Staff is currently evaluating proposals for potential sites. Funding for the first site is included in the FY08 Adopted Budget.

A second site is projected to open in the second half of 2008 to service residents in the Silver Spring, Wheaton and Aspen Hill areas. The one time cost to open this site is approximately \$500,000.

**JUSTIFICATION**

HOC has moved forward with the plan to create two Housing Resource Centers to provide greater service, delivery and responsiveness, and affordable housing to the residents of Montgomery County. The Commission approved and funded a position for a Director of Housing Resources to head this effort and the position has been filled.

The first site, which will be located in northern Montgomery County to service the residents in that vicinity, is projected to open in early 2008. Funding for this site is included in the Agency's FY08 Adopted Budget.

A second site is projected to open in the second half of 2008 to service residents in the Silver Spring, Wheaton and Aspen Hill areas. The one time costs to open this site include moving, furniture, IT infrastructure, personnel transition, communication and site build-out.

**OTHER DISCLOSURES**

- A pedestrian impact analysis will be performed during design or is in progress.

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Date First Appropriation</td> <td style="text-align: center;">FY09</td> <td style="text-align: right;">(\$000)</td> </tr> <tr> <td>First Cost Estimate</td> <td></td> <td></td> </tr> <tr> <td>Current Scope</td> <td style="text-align: center;">FY</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Last FY's Cost Estimate</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Date First Appropriation	FY09	(\$000)	First Cost Estimate			Current Scope	FY	0	Last FY's Cost Estimate		0	Housing Opportunities Commission McShea Brokerage Real Estate Services								
Date First Appropriation	FY09	(\$000)																			
First Cost Estimate																					
Current Scope	FY	0																			
Last FY's Cost Estimate		0																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Appropriation Request</td> <td style="text-align: center;">FY09</td> <td style="text-align: right;">500</td> </tr> <tr> <td>Appropriation Request Est.</td> <td style="text-align: center;">FY10</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Supplemental Appropriation Request</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Transfer</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Cumulative Appropriation</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Expenditures / Encumbrances</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Unencumbered Balance</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Appropriation Request	FY09	500	Appropriation Request Est.	FY10	0	Supplemental Appropriation Request		0	Transfer		0	Cumulative Appropriation		0	Expenditures / Encumbrances		0	Unencumbered Balance		0
Appropriation Request	FY09	500																			
Appropriation Request Est.	FY10	0																			
Supplemental Appropriation Request		0																			
Transfer		0																			
Cumulative Appropriation		0																			
Expenditures / Encumbrances		0																			
Unencumbered Balance		0																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Partial Closeout Thru</td> <td style="text-align: center;">FY06</td> <td style="text-align: right;">0</td> </tr> <tr> <td>New Partial Closeout</td> <td style="text-align: center;">FY07</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Total Partial Closeout</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Partial Closeout Thru	FY06	0	New Partial Closeout	FY07	0	Total Partial Closeout		0												
Partial Closeout Thru	FY06	0																			
New Partial Closeout	FY07	0																			
Total Partial Closeout		0																			

Agency Request

## Detrick Avenue Improvements -- No. 097604

Category	Housing Opportunities Commission	Date Last Modified	January 09, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None
Planning Area	Kensington-Wheaton	Status	Preliminary Design Stage

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	85	0	0	85	85	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	822	0	0	822	117	581	62	62	0	0	0
Construction	1,058	0	0	1,058	351	313	197	197	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>1,965</b>	<b>0</b>	<b>0</b>	<b>1,965</b>	<b>553</b>	<b>894</b>	<b>259</b>	<b>259</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

G.O. Bonds	1,965	0	0	1,965	553	894	259	259	0	0	0
<b>Total</b>	<b>1,965</b>	<b>0</b>	<b>0</b>	<b>1,965</b>	<b>553</b>	<b>894</b>	<b>259</b>	<b>259</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### DESCRIPTION

HOC's headquarters and offices have been located in the former Kensington Elementary School building on Detrick Avenue since 1983. As HOC's programs have expanded and diversified, this 1950's era building has become more and more poorly suited to the needs and expectations of the Agency and the individuals and business entities that HOC works with. In recent years, HOC has explored several opportunities to move our administrative headquarters to another location. None of these options has proved to be financially feasible and HOC now believes that a financial structure that will support a new headquarters location will not be available in the foreseeable future. HOC's focus on a new headquarters location has resulted in a deferral of long-term maintenance projects and capital improvements in the Detrick Avenue building. The Four Year Capital Improvements Plan documents HOC's need for funding to meet two major goals associated with our long-term occupancy of the building:

- 1) Carry out deferred maintenance items related to critical building systems and interior finishes that have exceeded or will soon exceed their normal life expectancy; and
- 2) Carry out capital improvements and building upgrades that will address some of the inadequacies of the building and greatly improve its efficiency and appropriateness for supporting HOC's business functions.

#### JUSTIFICATION

The work items listed below are necessary in order to both catch up with deferred maintenance as well as carry out modest upgrades that will improve HOC's utilization of the building over an extended period of time. They include but are not limited to replacing all carpet in hallways and corridors throughout the building, replacing ceiling tiles in the majority of the hallways in the building, painting hallways throughout the building, replacing all remaining original metal casement single pane windows, replacing nineteen rooftop mechanical units, regasketing and reglazing as necessary the Atrium glass roof system, renovating and refurbishing the Commissioners Lounge, Mailroom, Lobby, reception and waiting areas, Commission Hearing Room, Executive Director's Office, and kitchen areas, performing asbestos abatement projects, replacing office area carpet and painting offices throughout the building, replacing office ceiling tiles in selected areas repairing, milling, and overlaying rear parking lot and visitor parking lots, expanding staff parking lots, replacing fourteen exterior doors, removing mechanical equipment and rehabing the boiler rooms, replacing the chain link fence surrounding the recreational space to the rear of the property, replacing trees and upgrading landscapes, installing electronic parking lot access system, implementing a planned replacement program for office furniture, carrying out deferred maintenance for the roof system on the main building, installing an elevator to provide access to the North Wing of the building, and upgrading the building security and alarm systems and network cabling in selected areas of the building.

#### OTHER DISCLOSURES

- A pedestrian impact analysis will be performed during design or is in progress.

**DELETED**

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP
Date First Appropriation	Housing Opportunities Commission	
FY09 (\$000)		
First Cost Estimate		
FY		
0		
Current Scope		
Last FY's Cost Estimate		
0		
Appropriation Request		
FY09		
553		
Appropriation Request Est.		
FY10		
894		
Supplemental Appropriation Request		
0		
Transfer		
0		
Cumulative Appropriation		
0		
Expenditures / Encumbrances		
0		
Unencumbered Balance		
0		
Partial Closeout Thru		
FY06		
0		
New Partial Closeout		
FY07		
0		
Total Partial Closeout		
0		

Agency Request

# Fibernet for HOC Properties & Staff -- No. 097602

Category	Housing Opportunities Commission	Date Last Modified	January 09, 2008
Subcategory	Housing	Required Adequate Public Facility	No
Administering Agency	Housing Opportunities Commission	Relocation Impact	None
Planning Area	Countywide	Status	On-going

### EXPENDITURE SCHEDULE (\$000)

Cost Element	Total	Thru FY07	Est. FY08	Total 6 Years	FY09	FY10	FY11	FY12	FY13	FY14	Beyond 6 Years
Planning, Design, and Supervision	0	0	0	0	0	0	0	0	0	0	0
Land	0	0	0	0	0	0	0	0	0	0	0
Site Improvements and Utilities	675	0	0	675	225	225	225	0	0	0	0
Construction	0	0	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>675</b>	<b>0</b>	<b>0</b>	<b>675</b>	<b>225</b>	<b>225</b>	<b>225</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FUNDING SCHEDULE (\$000)

G.O. Bonds	675	0	0	675	225	225	225	0	0	0	0
<b>Total</b>	<b>675</b>	<b>0</b>	<b>0</b>	<b>675</b>	<b>225</b>	<b>225</b>	<b>225</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### DESCRIPTION

HOC currently has 15 properties throughout Montgomery County that are not connected or planned for connection to the Montgomery County Government (MCG) Fibernet network. Adding these sites to the network could potentially reduce ongoing costs of the individual telephone systems maintained at each site. Adding the Fibernet network would also provide an opportunity to connect each of the remaining HOC sites to the MCG telecommunications system.

#### CAPACITY

Connect 15 HOC locations throughout Montgomery County utilizing Fibernet:

Washington Square, Paddington Square, Tanglewood, Olney, Pond Ridge, Magruders Discovery, Manchester Manor, Arcola Towers, Camp Hill Square, Holly Hall, Waverly House, Strathmore

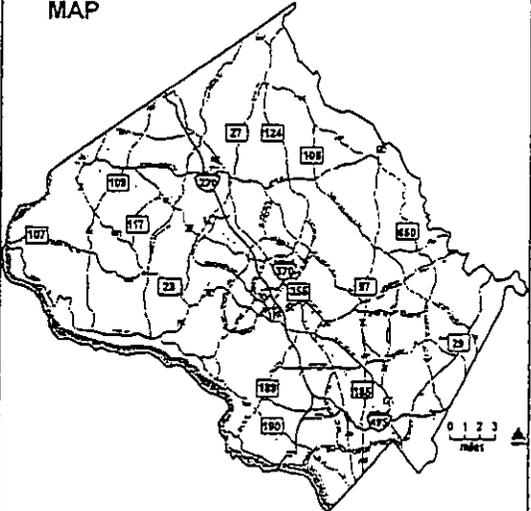
#### JUSTIFICATION

HOC utilizes Fibernet and Montgomery County Government for telecommunications services. HOC would like to connect all of its sites and staff through one telecommunications system. Currently, each of the 15 locations has an independent telecommunications system with limited functionality and no ties with direct connections to the global HOC system.

Fibernet would allow HOC to cut costs for operations at each of the 15 locations by no longer requiring individual telecommunications systems and internet connection systems.

The connection cost per site is approximately \$45,000. The sites have been added to the recommended MCG Fibernet plan for FY09 and beyond. However, HOC is responsible for identifying a funding source for the proposed connections.

**DELETED**

APPROPRIATION AND EXPENDITURE DATA	COORDINATION	MAP																												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Date First Appropriation</td> <td style="text-align: center;">FY09</td> <td style="text-align: right;">(\$000)</td> </tr> <tr> <td>First Cost Estimate</td> <td style="text-align: center;">FY</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Current Scope</td> <td></td> <td></td> </tr> <tr> <td>Last FY's Cost Estimate</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Date First Appropriation	FY09	(\$000)	First Cost Estimate	FY	0	Current Scope			Last FY's Cost Estimate		0	Interagency Technology Advisory Group (ITAG)																	
Date First Appropriation	FY09	(\$000)																												
First Cost Estimate	FY	0																												
Current Scope																														
Last FY's Cost Estimate		0																												
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Appropriation Request</td> <td style="text-align: center;">FY09</td> <td style="text-align: right;">225</td> </tr> <tr> <td>Appropriation Request Est.</td> <td style="text-align: center;">FY10</td> <td style="text-align: right;">225</td> </tr> <tr> <td>Supplemental Appropriation Request</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Transfer</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Cumulative Appropriation</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Expenditures / Encumbrances</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Unencumbered Balance</td> <td></td> <td style="text-align: right;">0</td> </tr> <tr> <td>Partial Closeout Thru</td> <td style="text-align: center;">FY06</td> <td style="text-align: right;">0</td> </tr> <tr> <td>New Partial Closeout</td> <td style="text-align: center;">FY07</td> <td style="text-align: right;">0</td> </tr> <tr> <td>Total Partial Closeout</td> <td></td> <td style="text-align: right;">0</td> </tr> </table>	Appropriation Request	FY09	225	Appropriation Request Est.	FY10	225	Supplemental Appropriation Request		0	Transfer		0	Cumulative Appropriation		0	Expenditures / Encumbrances		0	Unencumbered Balance		0	Partial Closeout Thru	FY06	0	New Partial Closeout	FY07	0	Total Partial Closeout		0
Appropriation Request	FY09	225																												
Appropriation Request Est.	FY10	225																												
Supplemental Appropriation Request		0																												
Transfer		0																												
Cumulative Appropriation		0																												
Expenditures / Encumbrances		0																												
Unencumbered Balance		0																												
Partial Closeout Thru	FY06	0																												
New Partial Closeout	FY07	0																												
Total Partial Closeout		0																												

Agency Request

**PART III: CAPITAL IMPROVEMENTS PROJECTS TO BE CLOSED OUT**

The following capital projects are closed out effective July 1, 2008, and the appropriation for each project is decreased by the amount of that project's unencumbered balance.

<b>Project #</b>	<b>Project Name</b>
------------------	---------------------

---

NONE

---

**PART IV: CAPITAL IMPROVEMENTS PROJECTS:  
PARTIAL CLOSE OUT**

**Partial close out of the following capital projects is effective July 1, 2008.**

<b>Project #</b>	<b>Project Name</b>	<b>Amount</b>
------------------	---------------------	---------------

---

**NONE**

---